

Navajo County
Commercial
Site Plan/Grading and Drainage Plan
Checklist

Site Plan

- Site Location (Address)
- Tax Parcel Number
- Show owners name and address and phone number
- Property Lines w/Dimensions
- Nearest distance to all property lines for all structures
- Show All Structures – Existing and Proposed
- Driveway location. Length and Width
- Driveway surface type
- Adjacent right-of-way and street name
- Lot square footage (Total)
- All easements and Utilities
- Distances between detached structures
- Drawn to Scale (Minimum 1" = 40') with a North Arrow
- Drawn on 24 x 36 paper, unless 8 1/2 " x 11" will adequately show all of the above

Grading and Drainage Plan

- Existing elevations depicted by contours (minimum 2' contour interval)
- Proposed finished floor elevations for all floors on all structures
- Proposed finished surface grades throughout the lot.
- Limiting dimensions and depth of all cuts and fills
- Total volume of all cut and fill. Indicate if site will require imported fill material.
- Show any retaining walls with elevation for top of wall, top of footing, bottom of footing, and adjacent ground on each side of the wall.
- Show how the lot will be drained. Show direction of flows with slope percentages. If any natural drainage course is disturbed, show how it will be mitigated, including erosion protection.
- Post development flow shall not be more than pre-development flow. A drainage report may be required depending on the size of the project.
- Location of any existing or proposed buildings or structures on the lot where the work is to be performed, and the location of any buildings or structures within 15 feet of the proposed grading.
- Show grading within a minimum of two feet from all adjacent property lines
- County may require additional site engineering be performed by a registered professional engineer.
- Show all existing and proposed utility lines.

Submit the site plan with the application for the Grading Permit.